

# Town of Windsor

## Memorandum

March 8, 2016

**TO:** The Honorable Mayor and Town Council  
**FROM:** Michael Stallings, Town Manager *MS*  
**SUBJECT:** Action List

Attached is the action list since the last Council Meeting.

This is for your information.

Action List  
2/9/16 – 3/7/16

New Items

Ongoing Items

1. Route 460 sidewalks (Sidewalks in front of Town Property)
  - I am waiting on confirmation that the funds are available to cover the entire cost of engineering. As soon as I have this confirmed, I will place this on the agenda for discussion. I hope to have the information confirmed by the next Council meeting.
3. Streetlight Requests
  - No new requests
4. Town Patrols
  - 3/3 - Visited Windsor Woods, North Court Street, Duke Street, Virginia Ave, Randolph, Church Street, Lovers Lane, Twin Circle, East Griffin Street, Tyler Ave, Buckhorn, Bank Street, Hidden Acres
5. Streetlight Outages
  - None
6. VDOT
  - No update
7. Church Street/Shiloh Drive Sidewalks
  - No update
8. Drainage Committee
  - Staff is working with Isle of Wight to determine possible funding sources to help tackle some of the problems identified by the committee.
9. Business Visits/Calls
  - 3/3 – Spoke with owner of Ramon Tires
10. Civic Organization Meetings
  - None
11. Property Surveys
  - We have located surveys for many of the properties owned by the Town. We have engaged a surveying company to complete surveys of some properties that we have not been able to locate surveys for. I will provide an update once this work is completed. We are still waiting for one survey to be completed. Then we should have a survey for every property owned by the Town.
12. Public Works Building
  - The site plan for the building as well as the building plans are being developed now. We should have them in hand by the next Council meeting.